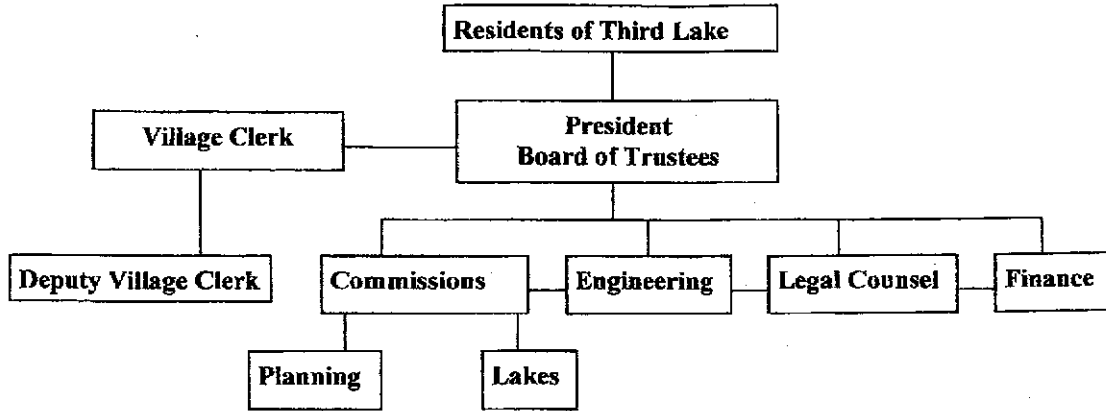


**Village of Third Lake  
Organization Chart  
2009-2010**



**Total Operating Budget - \$ 536,300.** for Fiscal Year May 2009 – April 2010

**Number and Location of Separate Offices -** One office at 87 North Lake Avenue,  
Third Lake 60030

**Approximate Number of Full and Part-time Employees-**  
Three (3) part-time employees.  
No full time employees.

**Purpose of the Village of Third Lake**

The purpose of the Village of Third Lake is to improve the lives of its citizens.

**Village Board of Trustees**

President	Gary Beggan
Trustee	Dan Penny
Trustee	Harold Hoppe
Trustee	Wendy Kotulla
Trustee	Bob Kowalke
Trustee	Jim Rogers
Trustee	Thomas Van Zeyl
Village Clerk	Patricia Beggan
Deputy Clerk	Diane Hope

**Planning Commission**

Chairman	Jamie Reap
Commissioner	Pete Ellison
Commissioner	Jim Goldman
Commissioner	Rose Lick
Commissioner	Bob Ruwitch
Commissioner	Rob Lizzo
Open Chair	

## **Lakes Commission**

Chairman Morthorst  
Commissioner Rob Rohrer  
Commissioner Matthew DeLacluyse  
Commissioner Lori Rieth  
Three Open Chairs

## **Process for Making a Freedom of Information Act (FOIA) Request**

Requests in accordance with the Freedom of Information Act and the Village of Third Lake shall be in writing. For your convenience, the Village has a FOIA request form available for your use (either on our web site or in the Village Hall).

The following information is requested when submitting a FOIA request:

1. The requestor's full name, address and phone number.
2. A brief description of the public records being sought, being as specific as possible. Please do not pose questions - if you do not know what document you are seeking please state which specific information is being sought.
3. Whether the request is for inspection of public records, copies of public records, or both.
4. Whether the request is for a commercial purpose.

## **Directory of Freedom of Information Officers**

Patricia Beggan Village Clerk, Building Officer and FOIA Officer  
87 North Lake Avenue  
Third Lake, Ill 60030

Diane Hope Deputy Village Clerk, Deputy FOIA Officer  
87 North Lake Avenue  
Third Lake, Ill 60030

# REQUEST FOR PUBLIC RECORDS

TO: VILLAGE CLERK  
Village of Third Lake  
87 North Lake Avenue  
60030

Phone: 847-223-8422  
Fax: 847-223-9356  
E-mail: [thirdlake@comcast.net](mailto:thirdlake@comcast.net)

FROM: \_\_\_\_\_  
Name  
\_\_\_\_\_  
Street Address  
\_\_\_\_\_  
City State 60030  
\_\_\_\_\_  
E-mail Address

**SPECIFIC DESCRIPTION OF REQUESTED RECORD(S):**

(NOTE: Requests may be exempt under the provision of the Freedom of Information Act (FOIA.)

Is this request being made for commercial purpose?  Yes  No

(NOTE: IT IS A VIOLATION OF THE FREEDOM OF INFORMATION ACT FOR A PERSON TO KNOWINGLY OBTAIN A PUBLIC RECORD FOR A COMMERCIAL PURPOSE WITHOUT DISCLOSING THAT IT IS FOR A COMMERCIAL PURPOSE.)

Please indicate if you wish to inspect the above referenced record(s) and/or what type of copies you would like to receive:

Inspection  Printed Copy  Electronic Copy  Certified Copy

-----  
**FOR CLERK'S OFFICE USE ONLY**

Date Received: \_\_\_\_\_ Date Response Due: \_\_\_\_\_

Comments: \_\_\_\_\_

Date: \_\_\_\_\_

My signature confirms that I have received the response to my Freedom of Information Request.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

## Fee Schedule For Duplication Of Public Records

<b>Electronic Copies</b>	No Charge (except for recording medium if used)
<b>Black &amp; White Copies</b> 8 ½" X 11"	First 50 sheets free of charge \$0.10/sheet each additional sheet.
8 ½" x 14"	First 50 sheets free of charge. \$0.15/sheet each additional sheet
8 ½" x 17"	\$0.15/sheet
<b>Color Copies/abnormal sized</b>	All sizes actual cost of copying.
<b>Compact Discs</b>	Charges for electric copies are limited to the actual cost of the recording medium (tape, CD, disk, etc.)
<b>Document Certification</b>	\$1.00
<b>Large Format Copies</b>	– billed at cost for outsourced production (Includes documents such as plans, plats, etc.).